

**DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
ROOM 4A, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
December 28, 2017**

By roll call, members present: Hilbert, Bennett, Nickel and Stousland. Also present was Deb Weber, Administrative Assistant and Makenzie Drays, Senior Accountant.

Members absent: Greshay

Meeting called to order at 8:00 a.m. by Chairman Nickel.

Weber certified the public notice given for this meeting complies with the requirements of Wisconsin's open meetings law.

Public Comment: None

Motion by Hilbert, seconded by Stousland to approve the minutes of December 14, 2017. Motion carried.

Committee member reports: None

Old Business:

- a. Volunteer Mileage vs Officemax – A. Miller (Veteran Services) – \$18.46 no documentation
- b. (2) gun suppressors – Sheriff's office – explanation needed

US Bank Purchase Card Review of November Non-Department Head purchases:

Leissring, C – Medical Examiner, The Osthoff Resort (1)
Knickelbein, C – Human Services, Amazon Marketplace (1)
Shanahan, C – Human Services, Amazon Marketplace (1)
Schuster, J - Highway, Automotive International (1)
Schefft, K – Human Services, Kalahari Resorts (1)
Wietzke, L – Clearview, Wal-Mart #1012 (1)
Tobian, M – Clearview HR, DOJ Epay Records Check (1)
Simons, M – Land Resources & Parks, Lidtke Lincoln (1)
Streblow, N – IT, Amazon Marketplace (1)
Rossing, S – HR, Officemax/Officedepot (1)

Motion by Stousland, seconded by Hilbert to allow payment of Clearview vouchers Batch # 208738 in the sum of \$ 45,261.79 as shown on the accounts payable listing on file in the Finance Department.
Motion carried.

Motion by Hilbert, seconded by Bennett to allow payment of vouchers for Employee Expenses dated 12/15/17 for \$ 8,635.57. Motion carried.

Motion by Bennett, seconded by Stousland to allow payment of vouchers for County Board Expenses dated 12/19/17 for \$ 2,306.99. Motion carried.

- Motion by Stousland, seconded by Hilbert to allow payment of vouchers for US Bank Purchase Card in Batch #208417 for \$ 265,567.24. Motion carried.

Motion by Bennett, seconded by Hilbert to allow payment of vouchers in Batch #208710 for \$ 115.03. Motion carried.

Motion by Bennett, seconded by Hilbert to allow payment of vouchers in Batch #208727 for \$ 127,364.39. Motion carried.

Motion by Stousland, seconded by Hilbert to allow payment of vouchers in Paid Batches 208338, 208408, 208510 and 208671 for \$ 45,596.50. Motion carried.

The next regular meeting of the Audit Committee is scheduled for January 11, 2018 at 8:00 a.m. in Room 4A

Motion by Stousland, seconded by Stousland to adjourn. Motion carried. Meeting adjourned at 8:33 a.m.

Respectfully submitted,



Secretary

Glenn Stousland

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.